

**APPROVED MINUTES OF THE June 29, 2015 MEETING OF THE FAIRFAX COUNTY
SMALL BUSINESS COMMISSION**

Location: Fairfax County Government Center, 12000 Government Center Parkway, Fairfax, Virginia, Conference Center Room 232.

Attending: **SBC Members:** John Pellegrin, Tracey Wood, Ed Reniker, Libby Novak, Katy Fike, Eva Freund, Marco Barnes, Marvin Powell

Staff (Department of Purchasing and Supply Management)
Cathy A. Muse

The meeting was called to order at 7:00 pm by Vice Chair Tracey Wood.

Guest Speaker

Lisa Connors, Office of Public Affairs, discussed advertisement and promotion of the Vendor Forum. She discussed using Social Media such as Facebook, Twitter, Tumblr, Instagram and Linked-In (no County account).

Committee Reports

Economic Advisory Committee - No report

Communications – Reviewed final draft of the Annual Report. These will be printed on heavy stock. We discussed each Commissioner delivering the report to their Board Member. Ed discussed his conversation with Michael Estelle regarding past vendor forum promotion. He urged all Commissioners to promote through their chambers. There was a suggestion that there be a short survey handed out at the SBC table. John brought up the possibility of promoting through community service organizations.

Community Business Partnership - No report

Office of Emergency Management – The business emergency preparedness was discussed. BOS mentioned community preparedness and it may be a good time to prompt OEM. Marvin requested copies of the Emergency Preparedness Handbook for Small Business.

Strategic Planning - No Report

Legislative and Policy - No Report

Executive - Tracey Wood is stepping down and Ed is taking over as Chair.

Vendor Comments -No report

Education and Outreach - The Panel of Chamber Reps talked about the value of participation and networking; turning networking into income. Libby suggested a “Just Google It” based on a presentation she attended. Marvin stated he would be looking for participation on the committee.

Ombuds- No report

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Vendor Forum- No report

New Business - No New Business

Staff Report - No report

Old Business

The minutes from the April 27 and May 18 meeting were approved with corrections.

Announcements - No announcements

Adjournment

Vice Chair Wood adjourned the meeting at 8:25pm.